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10 UNITED STATES DISTRICT COURT
11 WESTERN DISTRICT OF WASHINGTON
12 AT TACOMA

13 BILLY WAYNE RICHMOND,

14 Plaintiff,

15 v.

16 JEFF UTTECHT,

17 Defendant.

Case No. C08-5571FDB/JKA

ORDER

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19 This 42 U.S.C. § 1983 Civil Rights action has been referred to the undersigned Magistrate Judge
20 pursuant to Title 28 U.S.C. §§ 636(b)(1)(A) and 636(b)(1)(B) and Local Magistrate Judges' Rules MJR 1, MJR
21 3, and MJR 4. Before the court are two letters written by plaintiff in which he complains about the
22 Washington State Penitentiary property room allegedly not sending two boxes of legal property (Dkt. # 4
23 and 5).

24 These letters were not served on the defendant Jeff Uttecht. Further, in the complaint plaintiff asks
25 the court to “close this case, as if it never happened.” Plaintiff is informed the court does not conduct
26 business by letter. The proper manner of asking for court action is to file a motion, served on opposing
27 parties, or counsel if counsel has appeared. The motion should be noted for hearing as set forth in Local
28 Rule 7.

1 Mr. Richmond's letters will remain in the occur file. No further action will be taken on the letters.
2 The clerk's office is directed to send a copy of this order to plaintiff.

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4 DATED this 12 day of November, 2008.

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6 /S/ J. Kelley Arnold
7 J. Kelley Arnold
8 United States Magistrate Judge
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